

REQUEST FOR PROPOSAL NO. – FP440040

Sealed Request for Proposal will be received in the office of the City Purchasing Manager, 12th Floor, City Hall, 455 North Main, Wichita, Kansas, prior to **3:00 P.M., FRIDAY, JUNE 27, 2014.** **One (1) original and seven (7) copies of the proposal are required.** Envelopes must be marked **“Request for Proposal FP440040”** and show **Due Date and Time** to identify contents. "Request for Proposal" submittal letter must be signed and dated to submit a proposal for:

CITY MANAGER’S OFFICE/CULTURAL ARTS

CENTURY II

CATERING AND/OR CONCESSIONS

AS PER SPECIFICATIONS

F.O.B.: Wichita, KS

Specifications for the sealed proposals are on file in the office of the City Purchasing Manager, 12th Floor, City Hall, 455 North Main, Wichita, Kansas, (316) 268-4636. This information is also available on the City of Wichita Web Site at <http://ep.wichita.gov>.

A **PRE-PROPOSAL CONFERENCE** will be held in the Century II Administrative Office Conference Room at Century II, 225 W. Douglas, Wichita, Kansas, on **Monday, June 16 2014, at 11:00 A.M.** The purpose of the meeting will be to answer questions from vendors regarding the specifications and proposal procedure.

Sealed proposals shall be received in the office of the City Purchasing Manager prior to **3:00 P.M., Friday, June 27, 2014.**

The review and evaluation of the submitted Proposals will take estimated 60 to 90 days before notification from the City of Wichita that a contract has been approved by City Council. If the Purchasing Division may be of further assistance, please contact us at (316)268-4636.

Dated at Wichita, Kansas, on the 6th day of June, 2014.

Melinda A. Walker
Purchasing Manager

ATTENTION

A PRE-PROPOSAL CONFERENCE WILL BE HELD IN
CENTURY II ADMINISTRATIVE OFFICE CONFERENCE ROOM

CENTURY II

225 WEST DOUGLAS

AT 11:00 A.M.

ON

MONDAY, JUNE 16, 2014

THE PURPOSE OF THE MEETING WILL BE TO REVIEW
REQUIREMENTS AND SPECIFICATIONS
CONTAINED IN THIS PROPOSAL PACKAGE AND TO CORRECT
ANY ERRORS OR TO MAKE ANY NECESSARY CHANGES.

ATTENDANCE AT THIS PRE-PROPOSAL IS **RECOMMENDED**
FOR THOSE FIRMS SUBMITTING PROPOSAL
AS A PRIME CONTRACTOR.

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